Telstra 7300 & 7300a

Digital DECT Cordless Telephone /Integrated Answering Machine

User Guide

If you have any problems with your phone, refer to the Help section of this User Guide or call TecHelp on 1300 369 193.

TecHelp 1300 369 193

Telstra

Introduction to your Telstra 7300 & 7300a Digital DECT Cordless Telephone / Integrated Answering Machine

• Phonebook – lets you store up to 50 names and numbers for easy dialling.
• Calling Number Display - lets you see who's calling. Your phone stores details of the last 20 callers in a Calls list.
• Send & receive text messages
• Use the handsfree facility to talk to callers without holding the handset.
• Integrated Digital Answering Machine (7300a only)

DECT INTERFERENCE FREE PHONE FREQUENCY

As a Digitally Enhanced Cordless Telecommunications (DECT) product, your Telstra 7300/7300a series provides:
• Digital clarity
• Digital range
• Digital security

IMPORTANT
This equipment is not designed for making emergency telephone calls when the power fails. Alternative arrangements should be made to access emergency services.

This User Guide provides you with all the information you need to get the most from your phone.

Before you make your first call you will need to set up your phone. Follow the simple instructions in "Getting Started", on the next few pages.

Some Telstra services such as SMS, Messagebank® and Calling Number Display may attract feature and usage charges. Please visit Telstra.com for details.

Need help?

If you have any problems setting up or using your Telstra 7300/7300a, contact TecHelp on 1300 369 193 or email: **tcpsupport@ingrammicro.com.au**

Alternatively, you may find the answer in the 'Help' section at the back of this guide.

Hearing aid?

Please note that the Telstra 7300 and 7300a works by sending radio signals between the base and handset. These signals may interfere with some hearing aids, causing a humming noise.

Got everything?

• Telstra 7300 or 7300a handset
• Telstra 7300 or 7300a base
• 2 x NiMH AAA rechargeable batteries
• Mains power adaptor
• Telephone line cord
• Wall mounting bracket

If you have purchased a Telstra 7300 or 7300a multi handset pack you will also have the following for each additional handset:

• Telstra 7300 or 7300a handset
• Telstra 7300 or 7300a charger
• 2 x AAA NiMH rechargeable batteries
• Mains power adaptor (for the charger)

In this guide

Getting started

Location

You need to place your Telstra 7300/7300a base within 2 metres of a mains power and telephone socket so that the cables will reach.

Make sure it is at least 1 metre away from other electrical appliances to avoid interference. Your Telstra 7300/7300a works by sending radio signals between the handset and base. The strength of the signal depends on where you site the base. Putting it as high as possible helps ensure the best signal.

Setting up

1. Plug the mains power cable into the power socket on the back of the base. Plug the other end into the mains socket and switch on.

Power adaptor plug

Power adaptor plug
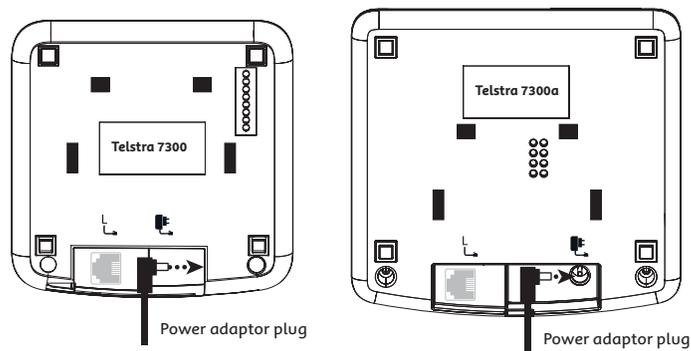
WARNING: Do not place your Telstra 7300/7300a in the bathroom or other humid areas.

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2. Remove the battery compartment cover and insert the 2 x AAA NiMH batteries supplied into the handset, ensuring the + and -ends of the battery match up with the markings inside the battery compartment. Slide the battery cover compartment into place. The battery cover must be in place at all times when the handset is placed in the cradle.

3. Place the handset on the base to charge the batteries for at least **16 hours**.
   The main handset is pre-registered to the base as -1- (Telstra 1). This is shown on the display. When the handset is fully charged the display shows the ▮▮▮ symbol.

4. After **16 hours**, connect the telephone line cord to the base and plug the other end into the wall socket.

Line cable

Line cable
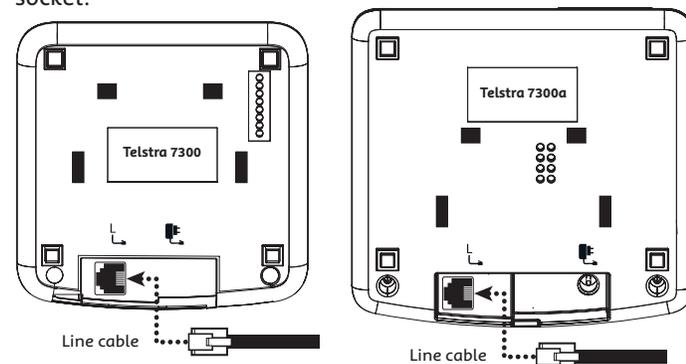
Handset range
The Telstra 7300/7300a works by sending radio signals between the handset and the base. Any source of interference between the handset and base may impact on the range you obtain from your cordless telephone. In ideal conditions your Telstra 7300/7300a has a range of up to 300 metres outdoors when there is a clear line of sight between the base and the handset. With the base indoors and handset either indoors or outdoors, the range will normally be up to 50 metres. Any obstruction between the base and handset will reduce the range significantly. Thick stone walls can severely affect the range.

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Signal strength

The Y SIGNAL symbol on your handset screen indicates when you are in range.

When you are out of range, the Y symbol flashes, and the screen displays `Searching`. You should move closer to the base if this happens to ensure the full functionality of your phone.

IMPORTANT

Do not connect the telephone line until at least one of the handsets is fully charged.

The base station must be plugged into the mains power at all times.

Talk/Standby time

Under ideal conditions, fully charged handset batteries should give approximately 10 hours talk time or 100 hours standby time on a single charge.

Battery low warning

If the symbol is flashing, you will need to recharge your handset before using it.

Battery performance

To keep your batteries in the best condition, leave the handset off the base for a few hours at a time (after the initial 16 hour charge). New NiMH batteries do not reach full capacity until they have been in normal use for several days. Running the batteries right down at least once a week will help them last as long as possible. The charge capacity of rechargeable batteries will reduce with time as they wear out, so reducing the talk/standby time of the handset. Eventually they will need to be replaced. New batteries can be purchased from your local electrical retailer or from TecHelp on 1300 369 193.

Batteries and handset may become warm during charging. This is normal.

IMPORTANT

Only use the power supply and telephone line cord supplied with your Telstra 7300/7300a otherwise the telephone may not work.

Set the day and time

If you have more than one handset registered to your base, you only need to set the date and time on one handset and the other handsets will be automatically updated once you make a call, or press the `Telstra` or `Calls` keys.

1. Press `Menu✓` to open the main menu.
2. Press `Calls` or `▼` until the display shows `Date/Time` and press `Menu✓`.
3. `Set date/time` is displayed, press `Menu✓`.
4. The current year setting is displayed; enter the last 2 digits of the year (e.g. press 0 then 6 for 2006) and press `Menu✓`.
5. Enter 2 digits for the date and 2 for the month (e.g. for 5th August, press 0 5 0 8 press `Menu✓`.
6. Enter 2 digits for the hour and 2 for the minute (e.g. for 10.54am, press 1 0 5 4 and press `Menu✓`. `Saved` is displayed.
7. Press and *hold* `✗Mute` to return to standby.

To change the time or date format

1. Press `Menu✓` to open the main menu.
2. Press `Calls` or `▼` until the display shows `Date/Time` and press `Menu✓`.
3. Press `Calls` or `▼` until `Time format` or `Date format` is displayed, as required.
4. Press `Menu✓` and choose between `24hr/12hr` or `dd.mm/mm.dd` as appropriate.
5. Press `Menu✓` to confirm and press and *hold* `✗Mute` to return to standby.

Your Telstra 7300/7300a is now ready for use.

Under no circumstances use non rechargeable batteries. Only use NiMH rechargeable batteries with a capacity of 600mAh or higher. Using inappropriate batteries will invalidate your guarantee and may damage the telephone.

Telstra 7300/7300a multi handset pack only

Location

You need to place your Telstra 7300/7300a charger close enough to a mains power socket so that the cable will reach.

Setting up the charger

1. Plug the power adaptor cable into the underside of the charger, plug the other end into the mains wall socket and switch the power on.
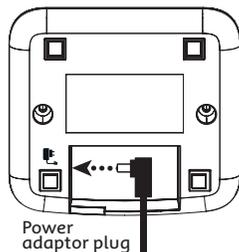
Power
adaptor plug

2. Remove the battery compartment cover and insert the 2 x AAA NiMH batteries supplied into the handset, ensuring the + and -ends of the battery match up with the markings inside the battery compartment. Slide the battery cover compartment into place. The battery cover must be in place at all times when the handset is placed in the cradle.

3. Place the handset on the base to charge the batteries for at least **16 hours**.The extension handset is pre-registered to the base as -2- (Telstra 2). This is shown on the display.

When the handset is fully charged the display shows the ▊▊▊ symbol.

4. After 16 hours, connect the phone line cord to the main base and plug the other end into the wall socket.

Your Telstra 7300/7300a multi handset pack is now ready for use.

Wall mounting your 7300/7300a

The Telstra 7300/7300a can be wall mounted to a standard Telstra wall mount plate. To wall mount the phone proceed as follows:

1. Place the wall mount bracket over the two retaining screws of your standard Telstra wall mount plate.

2. Slide the bracket downward into position.

Alternatively to wall mount the phone:

1. Using the template on page 75, drill two 3mm holes. Insert plastic plugs (optional) and partially screw two screws into place. Ensure there is sufficient space allowed for mounting the phone before drilling holes.

   Caution: Ensure there is no risk of damaging any pipes or wiring that may be behind the wall.

2. Place the wall mount bracket over the two screws.

3. Slide the bracket downwards into position. Tighten the two screws to prevent the wall bracket from moving.

Telstra
Wall mount
plate
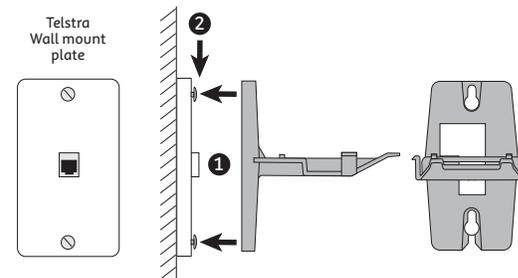
4. Thread the power cord from the power supply through the L-shaped opening of the wall bracket and out through the bottom of the bracket. Now thread the line cord from the phone socket through the square opening of the bracket. Plug the power cord into the power socket and the line cord into the line socket of the telephone.
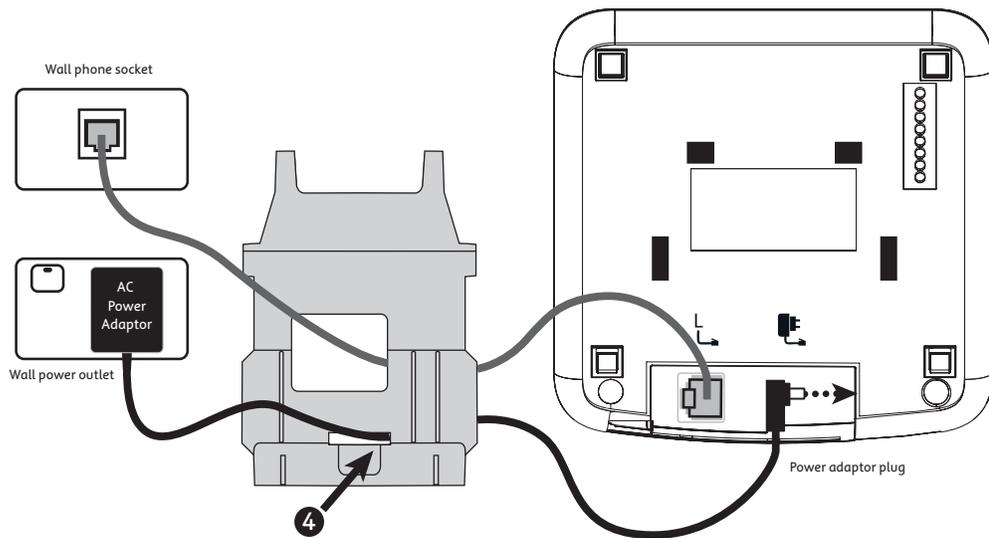
5. Align the holes on the bottom of the telephone base with the lugs on the front of the wall bracket. Slide the telephone base downward on the bracket until you hear it click into place.
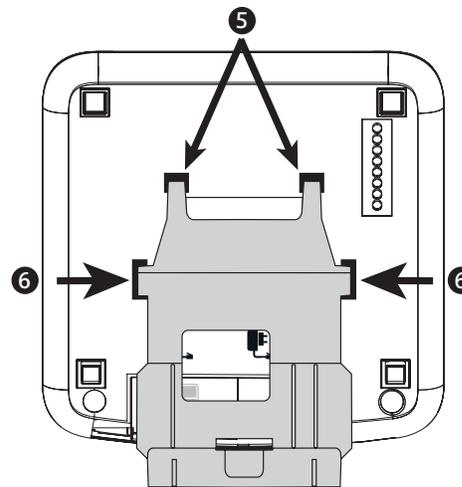
To remove the 7300/7300a from the wall mounting bracket

6. Gently press the release tabs and lift the base up and forward to remove the base from the bracket.

7. Disconnect the power and line cords.

Helpline

If you are having any difficulties setting up or using your Telstra 7300/7300a, please call the TecHelp on 1300 369 193 or email: **tcpsupport@ingrammicro.com.au**

Getting to know your phone
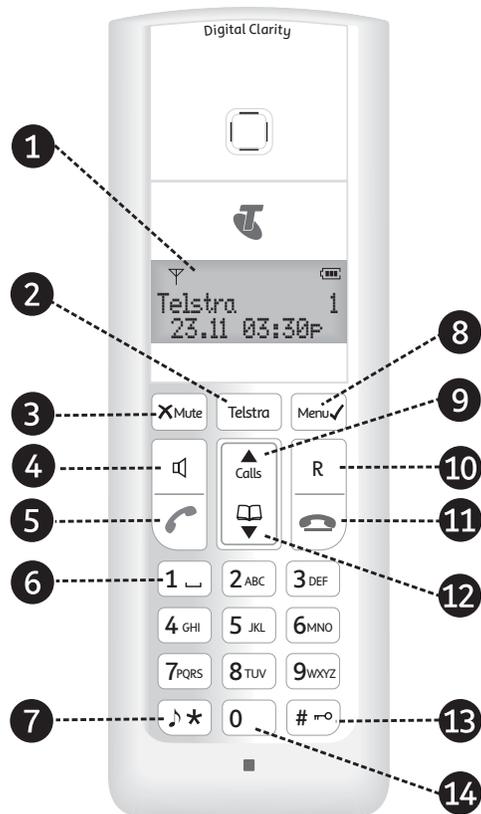
Handset buttons

1. Display
With orange backlight.

2. Telstra button
Press to access the Telstra Calling features services list, page 52.

3. X/Mute
Press to go back to previous display.
Press and *hold* to return to standby.
Used to delete digits and to switch Mute on and off, page 26.

4. Handsfree
Press to activate handsfree (loudspeaker) mode, page 25.

5. Talk
Press to make and receive phone calls, page 24.

6. 1 button
Inserts a space when typing text in PhoneBook entries and Text Messaging.

7. ✱ button
Press and *hold* to switch the ringer on/off, page 43.

8. Menu/✓
Used to access the main menu, select sub-menus and confirm changes.

9. Up/Calls list
From standby, press to display the Calls list, page 49. Use to scroll up through a menu or list.
During a call, press to adjust the earpiece volume, page 24.

10. R (Recall)
Used when connected to a PABX, page 71 and with some Telstra Calling Features, page 52.

11. End call
Press to end the call in progress.
Use to return to standby.

12. Down/Phonebook
Press to access the Phonebook, page 32.
Use to scroll down through a menu or list.
During a call, press to adjust the earpiece volume, page 24.

13. #/Keypad lock
Press and *hold* to lock/unlock the keypad, page 28.

14. 0 button
Press and *hold* to insert a pause in a number. page 32.

Handset display icons

These are the symbols you will
see on your handset's display.

▲▼ UP/DOWN

When scrolling through the
menu and Directory

Y ANTENNA

Steady when in range.
Flashing when out of range.

📞 HANDSET

Handset in use Incoming call

🔊 HANDSFREE

Handsfree on

🔔 CROSSED BELL

Ring volume off

✉ TEXT MESSAGE (SMS)

Accessing text messaging

**MessageBank® or
Telstra Home Messages 101®**

Indicates new message on
MessageBank® or Telstra Home
Messages 101®

⊠ MUTE

Mute on

⊶ KEY

Keypad lock on

▥ BATTERY

▭ Battery empty

▢ Battery low

▣ Battery half full

▥ Battery full

7300 Base unit

1. Page button

Press to page the handset(s) page 29.
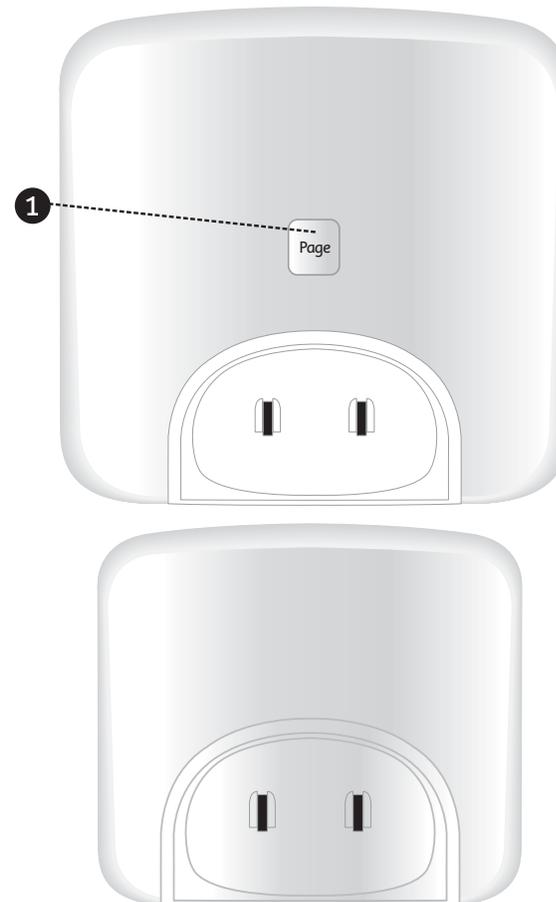
Charger unit

(For multiple pack users only)

7300a
Answering Machine -
Front View

Telstra 7300a
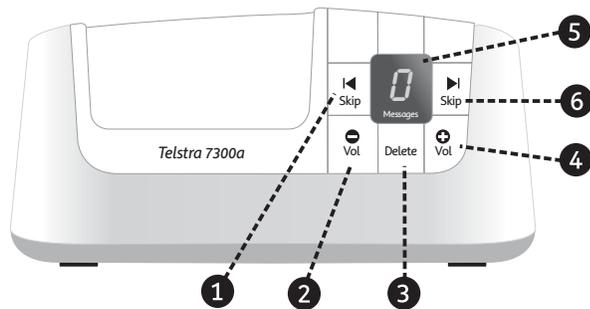
7300a
Answering Machine -
Top View
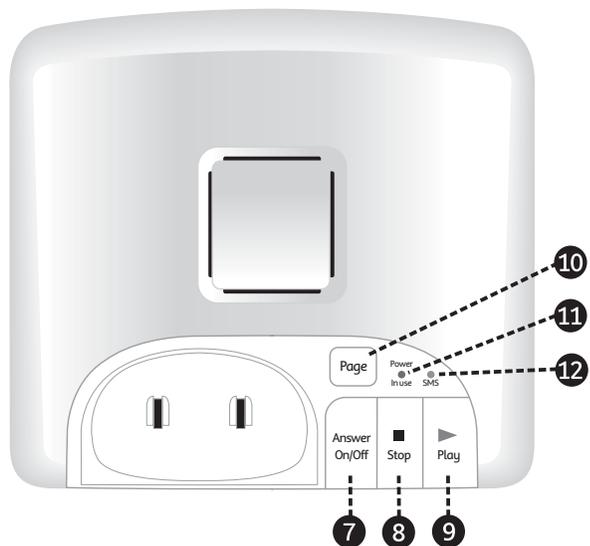
7300a Base unit

1 Skip < button
To skip back when listening to your messages, page 57.

2. Vol − button
To decrease the speaker volume, page57.

3. Delete button
To delete messages received, page 62.

4. Vol + button
To increase the speaker volume, page 57.

5. Message indicator
Displays the number of message(s) in the answering machine.

6. Skip > button
To skip forward when listening to your messages, page 57.

7. Answer On/off button
To turn your answering machine on or off, page 57.

8. Stop button
Stops messages being played, page 57.

9. Play/Pause button
To playback or pause messages, page 57.

10. Page button
Press to page handset(s), page 29.

11. Power/In use indicator
On = Power on
Flashes when making or receiving a call (approx once every second)

12. Text message (SMS) indicator
Flashes when a text (SMS) has been received (approx once every second).

Navigating the menus

Your Telstra 7300/7300a handset features an easy to use menu system. Have a look at the menu map on the next page.

When the handset is switched on and in standby:

1. Press Menu✓ to open the main menu and select the function you want by pressing the Calls▲ or ▼ button.

For example, to change the ringer melody:

1. Press Menu✓ to open the main menu.
2. Press Calls▲ or ▼ until the display shows Setup h/set and press Menu✓.
3. Ring melody is displayed, press Menu✓ to select. The current melody is played for 5 seconds.
4. Press Calls▲ or ▼ to select your preferred melody.
5. Press Menu✓ to save. You hear a confirmation tone and Saved is displayed.
6. Press and *hold* XMute to return to standby.

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Handset menu map

SMS messages
- Write message
- Inbox
- Outbox
- SMS settings

Directory
- New
- Details
- Edit
- Delete entry
- Delete list

Answering Machine
- Play message
- Del all old
- Security PIN
- Ans settings

Redial
- Details
- Save number
- Delete entry
- Delete list

Calls List
- Details
- Save number
- Delete entry
- Delete list

Internal

Switch off

Setup h/set
- Ring melody
- Ring volume
- Warning tones
- Handset name
- Language
- Reset

Setup base
- Ring melody
- Ring volume
- Change PIN
- Flash time
- Access code
- VMWI
- Reset

Date/Time
- Set date/time
- Time format
- Date format

Menu navigation

Press Menu✓ to open the main menu.

Press Calls▲ or ▼ to scroll through the menu options.

Press Menu✓ to select an option.

Press XMute to go back to the previous display screen.

Press and *hold* XMute to return to the standby display screen.

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Using the phone

Make a call

1. Press ![icon] .

Enter the telephone number and the number is dialled.

Preparatory dialling

Use preparatory dialling to see and check the number on the display before you dial out.

1. Enter the number first then press ![icon] or ![icon] to dial.

End a call

1. Press ![icon] or place the handset back on the base.

Receiving calls

When you receive an incoming call, the telephone will ring and the ![icon] PHONE icon will flash.

1. If the handset is not in the base/charger, press ![icon] or ![icon] to answer the call.

Or

If the handset is on the base/charger, lift the handset to answer the call.

> **Call timer**
> Your handset automatically displays the duration of every external call. The call time will remain on the display until 2 seconds after the call has ended.

> If you have subscribed to Telstra's Calling Number Display service, your caller's number will also be shown. If the number is private (eg blocked calls) the display will show `Withheld`. If an exact number match is found in the Phonebook, the name will be displayed instead of the number. See page 49 for more information.

> **Internal calls**
> When you receive an internal call, the calling handset number will be shown on the handset display.

Earpiece volume

During a call:

To increase the volume

Press ![icon] .

To decrease the volume

Press ![icon] .

The earpiece volume can only be changed when you are on a call.

Handsfree

Handsfree lets you talk to your caller without holding the handset. It also enables other people in the room to listen to your conversation over the loudspeaker.

Make a call in handsfree

1. Dial the number then press ![icon] .
2. Press ![icon] to end the call.

Answer a call in handsfree

When the phone rings:

1. Press ◁) and the call is transferred to the loudspeaker.

Switch to handsfree during a call

During a call:

1. Press ◁) . The call is transferred to the loudspeaker.

2. Press ◁) to toggle between Handsfree and the handset.

3. Press ☎ to end the call.

Mute

During a call, you can talk to someone nearby without your caller hearing.

1. Press ✕Mute . The display shows the ⊠ symbol and your caller cannot hear you.

2. Press ✕Mute again to return to your caller.

> **Range Indicator**
>
> The ▽ icon on the display indicates when you are in range of the base. If Searching is displayed, you are out of range and will need to move closer to the base.

Redial

Your Telstra 7300/7300a stores the details of the last 10 calls made into a redial list. Stored redial numbers can be up to 20 digits long.

> If a redial number is stored in the Phonebook, the caller's name will be displayed instead of the number.
> If there are no redial numbers stored, Empty will be displayed.
> If you dial the same number on more than one occasion, only the most recent call details will be stored, any previous occurrence will be deleted.

1. Press Menu✓, to open the main menu.

2. Press ▲Calls or ▽ until the display shows Redial, press Menu✓ to display the redial list.

3. Press ▲Calls or ▽ to select any of the last 10 numbers called.

4. Press 📞 or ◁) to dial the number displayed.

To copy a redial number to the Phonebook

1. Press Menu✓, to open the main menu.

2. Press ▲Calls or ▽ until the display shows Redial, press Menu✓ to display the redial list.

3. Press ▲Calls or ▽ to display the number you want and press Menu✓ to select.

4. Press ▲Calls or ▽ to display Save number and press Menu✓ to select.

5. Name is displayed. Enter a name using the keypad and press Menu✓ to confirm.

6. Saved is displayed. Press and *hold* ✕Mute to return to standby mode

To delete a number from the redial list

1. Press Menu✓, to open the main menu.
2. Press Calls▲ or ▼ until the display shows Redial, press Menu✓ to display the redial list.
3. Press Calls▲ or ▼ to display the number you want and press Menu✓ to select.
4. Press Calls▲ or ▼ to display Delete entry and press Menu✓ to select.
5. Delete? is displayed, press Menu✓ again to confirm.
6. Deleted is displayed. Press and *hold* ✗Mute to return to standby mode.

To delete the entire redial list

1. Press Menu✓, to open the main menu.
2. Press Calls▲ or ▼ until the display shows Redial, press Menu✓ to display the redial list.
3. With any of the redial numbers displayed, press Menu✓.
4. Press Calls▲ or ▼ to display Delete list and press Menu✓ to select.
5. Delete list? is displayed, press Menu✓ again to confirm.
6. Deleted is displayed. Press ✗Mute to return to standby mode.

Keypad lock

You can lock the keypad to prevent accidentally dialling numbers while carrying the handset around.

When the keypad is locked incoming calls can still be answered. Once the call has ended, the keypad lock is reactivated.

IMPORTANT
Emergency calls to 000 can be made when the keypad lock is on.

1. Press and *hold* #⊶ for 1.5 seconds until the ⊶ icon is displayed.
2. To unlock the keypad, press and *hold* #⊶ again.

Ringer volume on/off

1. Press and *hold* ♪✳ for 1.5 seconds to switch the ringer on or off.
If you switch the ringer off, the 🔕 icon will be displayed.

Stopping the ring at a handset stops the ring at that handset only.

Page the handset(s)

You can alert handset users that they are wanted or locate a missing handset.
1. Press Page on the base. The handset(s) ring.
2. Press Page on the base again or press ☎ on the handset to stop the handset ring.

Making internal calls

If you purchased a Telstra 7300/7300a multi handset pack, you can make internal calls between handsets.
1. Press Menu✓ then Calls▲ or ▼ until the display shows Internal.
2. Press Menu✓ and enter the number of the handset you want to call. The other handset will ring and display your handset number to let the handset user know who is calling. When the other handset answers hold your conversation as normal.
3. Press ☎ to end the call.

Transferring calls

If using a Telstra 7300/7300a multi handset pack, you can transfer an external call to another handset.

1. During an external call, press [Menu✓].
2. Press [Calls] or [▼] until the display shows Internal and press [Menu✓] to confirm.
3. Enter the number of the handset you want to call, the external caller will be put on hold. The other handset will ring and display your handset number to let the handset user know who is calling.
4. When the other handset answers, press [☎] to transfer the call.

If the other handset does not answer, you can be connected with your external caller by pressing [☎] once.

3-Way conference calls

If using a Telstra 7300/7300a multi handset pack, you can hold a 3-way conference call with an external caller and another internal handset.

1. During an external call, press [Menu✓] then [Calls] or [▼] until the display shows Internal. Press [Menu✓] to confirm.
2. Enter the number of the other handset you wish to join the call. The other handset will ring.
3. The other handset answers the call by pressing [☎].
4. Press [Menu✓], the display shows Conference. Press [Menu✓] to confirm. The external call and the two internal handsets are all connected to the conference.
5. Any caller can leave the conference by pressing [☎].

To put an external call on hold during a conference, press [Menu✓] End conf will be displayed. Press [Menu✓] to confirm.
To take the external caller off hold, press [Menu✓]. Conference will be displayed, press [Menu✓] to confirm.

Switching a handset off

1. Press [Menu✓] then [Calls] or [▼] until the display shows Switch off.
2. Press [Menu✓] and the display shows Switch off?, pressing [Menu✓] again will confirm and the handset will turn off.

To turn your handset back on just press the [☎] button

Receiving internal calls

When you receive an internal call, the calling handset number will be shown on the handset display.

1. Press [☎] or [◁] to answer the call.

Phonebook

You can store up to 50 numbers in the Phonebook of each of your Telstra 7300/7300a handsets for quick and easy dialling. Numbers can be up to 20 digits long. Phonebook entries are stored alphabetically.

Store a number

1. Press 📖 to open the Phonebook. The first entry is displayed.
2. Press Menu✓, New is displayed, press Menu✓ again to select.
3. Number is displayed; enter the number for the entry using the keypad and press Menu✓ to store.
4. Name is displayed; enter a name for the entry using the keypad and press Menu✓ to save.
5. Saved is displayed. Press and *hold* ✗Mute to return to standby mode.

> If there are no stored entries, Empty will be displayed.
> If you try to store a new entry and the Phonebook is full, you will hear an error tone and Full will be displayed.

> Press ✗Mute to delete an incorrect digit.

Entering names

Use the keypad to enter the letters shown on the buttons, e.g. to store TOM:
1. Press 8 TUV *once* to enter T.
2. Press 6 MNO *three* times to enter O.
3. Press 6 MNO *once* to enter M.

> **Writing tips**
> If you make a mistake, press ✗Mute to delete the last character or digit.
> Press 1 ⎵ repeatedly to enter the following: SPACE 1 € £ $ % & < > ¤
> Press 0 repeatedly to enter the following symbols: . , ? ! 0 + - : ' "
> Press # ⌐○ repeatedly to enter the following symbols: # * @ \ / _ ( ) = §
> Press ♪* to toggle between lower and upper case. If the next letter is on the same button that you have just pressed, wait until the cursor moves to the right before trying to enter it.

Dial/view a number

1. Press 📖 to open the Phonebook. The first entry is displayed.
2. Press Calls or 📖 to scroll through the Phonebook to the entry you want.

   Or, search alphabetically, using the keypad to enter the first letter of the name you want, then scroll to the exact entry using the Calls or 📖 buttons.
3. To dial press 📞 or to view press Menu✓, then 📖 to Details and Menu✓ to confirm.
4. The selected entry will be displayed ready to be dialled out.
   Press 📞 or 🔊 to dial.

> **Insert a pause in a number**
> You may need to do this if you are connected to a PABX. When entering a number, usually after entering the PABX access code (e.g. 9) press and hold 0 until P appears in the display.

> **Searching for a name**
> Example: To search for Oliver, press 6 MNO three times to display the first entry beginning with O, then use Calls or 📖 to scroll to Oliver.

Edit a Phonebook entry

1. Press ⊞ to open the Phonebook. The first entry is displayed.
2. Press [Calls] or ⊞ to scroll through the Phonebook to the entry you want.
3. Press [Menu✓] then [Calls] or ⊞ to display Edit and press [Menu✓] again to select.
4. The stored number is displayed followed by a flashing cursor.

   Edit the number using [XMute] to delete incorrect digits and enter new ones using the keypad, then press [Menu✓].
5. The name is displayed followed by a flashing cursor. Edit the name using [XMute] to delete incorrect characters and enter new ones using the keypad, then press [Menu✓] to save.
6. Saved is displayed. Press and *hold* [XMute] to return to standby mode.

> See page 32 for help with entering names.

Delete a Phonebook entry

1. Press ⊞ to open the Phonebook. The first entry is displayed.
2. Press [Calls] or ⊞ to scroll through the Phonebook to the entry you want.
3. Press [Menu✓] then [Calls] or ⊞ to display Delete entry and press [Menu✓] to select.
4. Delete? is displayed. Press [Menu✓] to confirm.
5. Deleted is displayed. Press and *hold* [XMute] to return to standby mode.

> If you have purchased a Telstra 7300/7300a multiple pack, entries are only deleted on the handset you are using.

Delete Phonebook

1. Press ⊞ to open the Phonebook. The first entry is displayed.
2. Press [Menu✓] then [Calls] or ⊞ to display Delete list and press [Menu✓] to select.
3. Delete list? is displayed. Press [Menu✓] to confirm.
4. Deleted is displayed. Press and *hold* [XMute] to return to standby mode.

Text Messaging (SMS)

Your Telstra 7300/7300a can send and receive text messages (SMS – Short Messaging Service). With text messaging you can send & receive text messages up to 160 characters long.

Subscribe to the text messaging service

When you send your first text message from your Telstra 7300/7300a you will automatically be registered for the service.
On receipt of your first text message through the service, the system will send you a welcome text message back to confirm your registration.

Note: For information on how to use the Telstra text messaging service, call 0198 339 999 and follow the voice prompts.

Calling Number Display and text messaging

In accordance with worldwide standards for text messaging, all messages including reply messages will display the telephone number of the sender.

If you have a Silent Line or have blocked Calling Number Display and attempt to send text messages, your text message will not get through. Customers can call Telstra's text messaging service on 0198 339 999 and use the prompts to turn off Silent Line and Calling Number Display blocking for text messages only.

Using text messaging

If you have more than one handset, all handsets use the same inbox and outbox.
Your Telstra 7300/7300a can hold approximately ten messages, in the Inbox, Outbox or a combination of both. When full the display will show SMS mem. full. No more messages can be received until you delete old messages, see Delete a text message or Delete a list (page 38).

Send/save text messages

1. Press Menu✓, SMS messages will be displayed.
2. Press Menu✓, Write message is displayed.
3. Press Menu✓, the display shows Enter message. Enter your message using the keypad.
4. When you have finished, press Menu✓. The display shows Number:
5. Enter the phone number you want to send the message to.

Alternatively:
   Press Menu✓, to locate a number in the Phonebook, Calls list or redial list.

6. When you have entered the number, press Menu✓ and then press Calls or ▼ to scroll to Send Message to send or Save message to save the message.
7. Press Menu✓, the display will show Send Message followed by Msg transfer or Saved as appropriate.

Entering text
Use the keypad to enter characters.
Press the button repeatedly to move through the characters shown.
For example, press 2ABC twice to enter b.
Press 8 TUV once to enter t.
If the next character you want to enter is on the same button, wait for the cursor to move right.

Writing tips
If you make a mistake, use Calls or ▼ to move left and right through the message and press ✗Mute to delete characters.
Press 1⎵ to enter a space.
Press ♪✱ to switch between upper and lower case letters and numbers.
Use 0, 1 and # to enter other punctuation characters.

Receiving and reading text messages

When you receive new text messages, you will hear the message alert beep and the display will show New SMS msg.

1. Press Menu✓, SMS messages will be displayed.
2. Press Menu✓, then scroll 📖 to Inbox and press Menu✓.
3. Scroll Calls or 📖 to the message you want to read first and press Menu✓.
4. Press XMute to return to the inbox.

Reply to a text message

1. When reading a text message, press Menu✓. Reply is highlighted. Press Menu✓.
2. To use the sender's message in your reply, press Menu✓. Or, press XMute to start with a blank message.
3. Enter your message and press Menu✓ the sender's number will be displayed.
4. Press Menu✓ to accept then scroll Calls or 📖 to Send Message and press Menu✓.

> If you include the sender's message, the text will be inserted at the beginning of your message. You can then edit it as normal.

Delete a text message

1. Press Menu✓, SMS messages will be displayed, press Menu✓.
2. Scroll 📖 to Inbox or Outbox and press Menu✓.
3. Scroll Calls or 📖 to the message you want to delete and press Menu✓.
4. Scroll 📖 to Delete entry and press Menu✓.
5. Press Menu✓ to confirm or XMute to cancel.

Delete a list

1. Press Menu✓, SMS messages will be displayed, press Menu✓.
2. Scroll 📖 to Inbox or Outbox and press Menu✓.
3. Press Menu✓ and scroll 📖 to Delete list, press Menu✓.
4. Press Menu✓ to confirm or XMute to cancel.

Call the sender's phone number

1. Press Menu✓, SMS messages will be displayed, press Menu✓.
2. Scroll 📖 to Inbox and press Menu✓.
3. Scroll Calls or 📖 to the message you want and press Menu✓.
4. Scroll 📖 to Call number and press Menu✓.
5. The number is displayed and dialled.

Send/edit/delete text messages in the outbox

1. Press Menu✓, SMS messages will be displayed, press Menu✓.
2. Scroll 📖 to Outbox and press Menu✓.
3. Scroll Calls or 📖 to the message you want and press Menu✓.
4. Press Menu✓ to read the message or press Calls or 📖 to choose from: Send message, Edit, Delete Entry or Delete List.

> Messages in the outbox are labelled according to their status. For example, Saved indicates a saved message or Failed which indicates a message that failed to be sent.

Send Message

Press [Menu✓] to view the phone number, then either [Menu✓], [Calls] or [📖] to send or [XMute] to edit.

Edit

Press [XMute] to edit the message and phone number or [Menu✓] to send the message.

Delete entry

Press [Menu✓], then [Menu✓] to confirm or [XMute] to cancel.

Delete list

Press [Menu✓], then [Menu✓] to confirm or [XMute] to cancel.

Press [☎] to exit the menu and return to standby at any time

Message alert beep on/off

When you have new messages, your handset will beep. The default setting is on. You can switch the setting off.

1. Press [Menu✓], SMS messages will be displayed, press [Menu✓].
2. Scroll [📖] to SMS settings and press [Menu✓].
3. Scroll [📖] to New msg alert and press [Menu✓].
4. Scroll [Calls] or [📖] to select On or Off. Press [Menu✓].
5. Press and *hold* [XMute] to return to standby mode.

SMS Service Centre numbers

To send and receive SMS text messages you need the phone number of the Telstra SMS Service Centre. If you accidentally delete the Send or Receive SMS Service Centre numbers you will need to re-enter them in order for your SMS Service to work.
Telstra's Send SMS Service number is: 019833910
Telstra's Receive SMS Service number is: 019833910

Adding or changing SMS Service Centre numbers

Your Telstra 7300/7300a is pre-set to send using Service Centre 1 and receive using Service Centre 2.
1. Press [Menu✓], SMS messages will be displayed, press [Menu✓].
2. Scroll [📖] to SMS settings and press [Menu✓].
3. Svce centres is highlighted. Press [Menu✓].
4. Scroll [Calls] or [📖] to select the centre you want and press [Menu✓].
5. Enter the service centre number you want and press [Menu✓].
6. Press and *hold* [XMute] to return to standby mode.

Select a Send Service Centre number

If you have entered additional Service Centre numbers, you can choose which send Service centre you want to use. Your 7300/7300a is pre-set to send using Service Centre 1 and receive using Service Centre 2.
1. Press [Menu✓], SMS messages will be displayed, press [Menu✓].
2. Scroll [📖] to SMS settings and press [Menu✓].
3. Scroll [📖] to Send service. Press [Menu✓].
4. Scroll [Calls] or [📖] to the centre you want and press [Menu✓].
5. Press and *hold* [XMute] to return to standby mode.

Handset settings

Ringer melody

There are 6 different ringer melodies to choose from.

1. Press `Menu✓` to open the main menu.
2. Press `Calls` or `▼` until the display shows `Setup h/set` and press `Menu✓`.
3. `Ring melody` is displayed, press `Menu✓` to select. The current melody is played for 5 seconds.
4. Press `Calls` or `▼` to select your preferred melody.
5. Press `Menu✓` to save. You hear a confirmation tone and `Saved` is displayed.
6. Press and *hold* `✗Mute` to return to standby.

Ringer volume

There are 5 different ringer volume levels to choose from.

1. Press `Menu✓` to open the main menu.
2. Press `Calls` or `▼` until the display shows `Setup h/set` and press `Menu✓`.
3. Press `Calls` or `▼` until `Ring volume` is displayed, press `Menu✓` to select. The selected ringer melody is played at the current volume for 5 seconds.
4. Press `Calls` or `▼` to select your preferred volume.
5. Press `Menu✓` to save. You hear a confirmation tone and `Saved` is displayed.
6. Press and *hold* `✗Mute` to return to standby.

Handset tones on/off

Your Telstra 7300/7300a has a series of tones designed to alert you to certain situations. A tone will sound: when the battery is low; when you move out of range of the base and there is no coverage; to confirm each button press (key beeps). You can switch the handset tones on or off.

1. Press `Menu✓` to open the main menu.
2. Press `Calls` or `▼` until the display shows `Setup h/set` and press `Menu✓`.
3. Press `Calls` or `▼` until `Warning Tones` is displayed, press `Menu✓` to select.
4. Press `Calls` or `▼` to select the tone you want and press `Menu✓` to select.
5. Press `Calls` or `▼` to display either `On` or `Off` and press `Menu✓` to confirm.
6. You hear a confirmation tone and `Saved` is displayed.
7. Press and *hold* `✗Mute` to return to standby.

Handset name

You can give each handset a name up to a maximum of 11 characters, for example "Kitchen". It will still display its number.

1. Press `Menu✓` to open the main menu.
2. Press `Calls` or `▼` until the display shows `Setup h/set` and press `Menu✓`.
3. Press `Calls` or `▼` until `Handset name` is displayed, press `Menu✓` to select.
4. Press `✗Mute` to delete characters and use the keypad to enter the name you want, then press `Menu✓` to confirm.

Registering handsets

If you have purchased a Telstra 7300/7300a multi handset pack, the handsets in these packs are already pre-registered to the main base.

If however you de-register a handset and need to re-register it back to a Telstra 7300/7300a base at any stage:

1. Press **Menu✓** and enter ♪**✱** ♪**✱** **#**⚬ ♪**✱** **#**⚬ **#**⚬ using the keypad.

2. Reɥistration is displayed, press **Menu✓**.

3. Reɥister is displayed, press **Menu✓** and Enter PIN will be displayed.

4. Enter the base PIN (original setting 0000) and press **Menu✓**.

5. The handset will display Searchinɥ, press and *hold* the **Page** button on the base until you receive a confirmation tone.

6. The handset will temporarily display Reɥistered then will display Handset and will be automatically assigned the next handset number.

> Your Telstra 7300/7300a is not GAP compatible and registration is therefore generally limited to other Telstra 7300/7300a handsets. The Registration and De-registration menu's are therefore "hidden" and can only be accessed after entering the code ♪**✱** ♪**✱** **#**⚬ ♪**✱** **#**⚬ **#**⚬

De-registering a handset

You can de-register any handset from a base using any of the handsets that are registered to it.

1. Press **Menu✓** and enter ♪**✱** ♪**✱** **#**⚬ ♪**✱** **#**⚬ **#**⚬ using the keypad.

2. Reɥistration is displayed, press **Menu✓**.

3. Press **Calls** or **🔖** until Dereɥister is displayed, press **Menu✓** and Enter PIN will be displayed.

4. Enter the base PIN (original setting 0000) and press **Menu✓**.

5. Use **Calls** or **🔖** to display the handset number you wish to de-register, then press **Menu✓**.

6. Dereɥister? will be displayed, press **Menu✓** again to confirm.

Restore default settings

You can reset your Telstra 7300/7300a handset to its default (original) settings.

1. Press **Menu✓** to open the main menu.

2. Press **Calls** or **🔖** until the display shows Setup h/set and press **Menu✓**.

3. Press **Calls** or **🔖** until Reset is displayed and press **Menu✓**.

4. Reset? is displayed. Press **Menu✓**. Saved is displayed.

Language

You can change the default language used by your Telstra 7300/7300a from English to German or Turkish.

1. Press **Menu✓** to open the main menu.

2. Press **Calls** or **🔖** until the display shows Setup h/set and press **Menu✓**.

3. Press **Calls** or **🔖** until Lanɥuaɥe is displayed and press **Menu✓**.

4. Scroll **Calls** or **🔖** to choose the default language and press **Menu✓** to confirm.

5. Press and *hold* **✗Mute** to return to standby.

Base settings

Ringer volume

1. Press ![Menu✓], scroll ![Calls] or ![▼] to `Setup base` and press ![Menu✓].

2. Scroll ![▼] to `Ringer volume` and press ![Menu✓].

3. Scroll ![Calls] or ![▼] to the volume level then press ![Menu✓].

4. Press and *hold* ![Mute] to return to standby.

> There are 5 volume levels.

Ringer melody

1. Press ![Menu✓], scroll ![Calls] or ![▼] to `Setup base` and press ![Menu✓].

2. `Ring melody` is highlighted, press ![Menu✓].

3. Scroll ![Calls] or ![▼] to the melody you want and press ![Menu✓].

4. Press ![Mute] to return to standby.

> There are 5 base ringer melodies.
> You will hear a sample as each melody is highlighted.

Change PIN code

Your System PIN can help prevent unauthorised users from changing the settings on your phone.

1. Press ![Menu✓] to open the main menu.

2. Press ![Calls] or ![▼] until the display shows `Setup base` and press ![Menu✓].

3. Press ![Calls] or ![▼] until `Change PIN` is displayed, press ![Menu✓] to select. `Enter PIN` is displayed.

4. Enter the existing PIN code using the keypad and press ![Menu✓]. `New PIN` is displayed.

5. Enter a new 4 digit PIN code using the keypad and press ![Menu✓]. `Repeat PIN` is displayed.

6. Re-enter the new PIN code and press ![Menu✓]. `Saved` is displayed.

7. Press and *hold* ![Mute] to return to standby.

> The default PIN setting is 0000.
> If you change your PIN, keep a note of the new number by writing it in the space provided on page 73.
> If you enter the wrong PIN code `Wrong PIN` will be displayed.

Restore default settings

You can reset your Telstra 7300/7300a base to its default (original) settings.

1. Press ▢Menu✓ to open the main menu.
2. Press ▢Calls or ▢ until the display shows Setup base and press ▢Menu✓.
3. Press ▢Calls or ▢ until Reset is displayed, press ▢Menu✓ to select.
4. Enter PIN is displayed. Enter the 4 digit PIN code using the keypad and press ▢Menu✓.
5. Reset? is displayed. Press ▢Menu✓ to confirm, Saved is displayed.
6. Press and *hold* ▢X Mute to return to standby.

PABX access

If your Telstra 7300/7300a is connected to a PABX, you may need to enter an access code (e.g. 9) to get an outside line. You can store the access code in the base so that all handsets registered to your Telstra 7300/7300a will dial the access code automatically before each number.

1. Press ▢Menu✓, scroll ▢Calls or ▢ to Setup base and press ▢Menu✓.
2. Scroll ▢Calls or ▢ to Access code and press ▢Menu✓.
3. Enter the access number and press ▢Menu✓.
4. Press ▢X Mute to return to standby.

> The access code only applies when you dial using the keypad. It will not be automatically dialled when using the Phonebook, therefore it is recommended that you enter the PABX access code at the start of all Phonebook entries.

Calling Number Display

If you subscribe to Telstra's Calling Number Display service, you can see your caller's number on your handset display prior to answering the call.
If the caller's name and number are stored in the Phonebook and a name/number match is found, you will see the caller's name on the display instead.

> It may take a couple of seconds for the display to show the telephone number (or name if stored in the Phonebook) for an incoming call. The display will initially display External Call followed by the number. To ensure that the caller's name is displayed, make sure you have stored the full number including the area code in the Phonebook.

Caller information not available

For some incoming calls, the telephone number of the caller is not available and so cannot be displayed. In this case the Telstra 7300/7300a provides you with some explanatory information.
Unavailable – The number is unavailable. May indicate that the call is from overseas or from a caller whose carrier does not participate in Calling Number Display.
Private – The caller has withheld (blocked) their number or the call is from a Silent Line or unlisted number.

Calls List

When a call is not answered, the display shows New calls and your caller's telephone number will be stored in the Calls list.
The Calls list holds up to 10 missed calls.
When the Calls list is full, the oldest call will be replaced by a new call, the most recent call will always be at the top of the list. If a caller rings again their number will move to the top of the list.

View/dial a number

1. Press Menu✓, to open the main menu.
2. Press Calls or 🔽 to display Calls list and press Menu✓ to select.
3. The most recent missed call is displayed. Press Calls or 📖 to scroll through the Calls list.
4. Press 📞 or 🔊 to dial the number displayed.

To copy a Calls list number to the Phonebook

1. Press Menu✓, to open the main menu.
2. Press Calls or 📖 to display Calls list and press Menu✓ to select.
The most recent missed call is displayed.
3. Press Calls or 📖 to scroll through the Calls list to the entry you want and press Menu✓ to select.
4. Press Calls or 📖 to display Save number and press Menu✓ to select.
5. Name is displayed. Enter a name using the keypad and press Menu✓ to confirm.
6. Saved is displayed. Press and *hold* ✕Mute to return to standby mode.

> **IMPORTANT**
> To use Calling Number Display you must first subscribe to Telstra's Calling Number Display service.

> Instead of accessing the Calls list via the menu, you can press Calls from standby.

> If a number is stored in the Phonebook, the caller's name will be displayed instead of the number.

> If there are no Calls list numbers stored, Empty will be displayed.

Delete a number

1. Press Menu✓, to open the main menu.
2. Press Calls or 🔽 to display Calls list and press Menu✓ to select.
The most recent missed call is displayed.
3. Press Calls or 🔽 to scroll through the Calls list to the entry you want and press Menu✓ to select.
4. Press Calls or 🔽 to display Delete entry and press Menu✓ to select.
5. Delete? is displayed, press Menu✓ again to confirm.
6. Deleted is displayed. Press and *hold* ✕Mute to return to standby mode.

Delete the entire Calls list

1. Press Menu✓, to open the main menu.
2. Press 🔽 to display Calls list and press Menu✓, press Menu✓ to select. The most recent missed call is displayed.
3. Press Calls or 📖 to display Delete list and press Menu✓ to select.
4. Delete list? is displayed, press Menu✓ again to confirm.
5. Deleted is displayed, then Empty. Press and *hold* ✕Mute to return to standby mode.

Telstra Network Features

By pressing the Telstra button on the handset your Telstra 7300/7300a gives you easy access to a range of pre-stored Telstra Calling Features.

These are:
- MessageBank®
- Call Waiting
- 3-Way Chat
- Call Back
- Feat. Assist
- Call Wait On
- Call Wait Off
- Call Back Off
- CF Immed. Off
- TecHelp Line

To access a Network feature

1. Press Telstra , scroll 📖 to desired network feature and press 📞 . The feature will be automatically dialled

For more information on these Telstra network services please contact Telstra on 13 22 00 or visit the web at www.telstra.com

TecHelp line

A dedicated support service for your Telstra cordless telephone.

1. Press Telstra , then scroll 📖 to TecHelp Line, then 📞 or 🔊 .

   The TecHelp line will be automatically dialled.

MessageBank®

If you are a Telstra Home Messages 101® or MessageBank® user, its now even easier to retrieve your messages. Your Telstra 7300 or 7300a is programmed to access Telstra Home Messages 101® and MessageBank®

To retrieve a message from your message service

1. Press the Telstra key
2. MessageBank should now appear highlighted, now press 📞
3. Follow the message service prompts.

Flashing Message Indicator

The Telstra 7300/7300a is designed to provide a visual indicator when a new message is left in your Telstra Home Messages 101® or MessageBank® service.

When a new message is left the 📬 icon will appear.
After you have listened to your message(s), the 📬 icon will disappear.

Please call Telstra on 13 22 00 to arrange activation of Flashing Message Indicator.

Call Waiting

Call Waiting lets you know if another person is trying to contact you while you are on a call. If a second caller rings you will hear a beep in the handset.

Answer a Call Waiting call

During a call, you hear the call waiting signal,

1. Press Telstra.
2. Scroll 📖 to Call Waiting and press Menu✓. Your first caller is put on hold and you are connected to your second caller.
3. To toggle between the two callers Press Telstra then scroll 📖 to Call Waiting and press Menu✓.
4. Press ☎ to hang up the current call.

> Providing you have subscribed to Telstra's Calling Number Display service, the screen will show the caller's details.

Add/edit a service

1. Press Telstra then scroll 📖 to the service you want to edit and press Menu✓.
2. Scroll 📖 to display Edit and press Menu✓. If there is a previously stored number, this will be displayed.
3. If necessary edit the number, pressing XMute to delete any existing digits, then enter the new service number using the keypad and press Menu✓. If there is a previously stored name, this will be displayed.
4. If necessary edit the name, pressing XMute to delete any existing characters, then enter the new service name using the keypad and press Menu✓. For help with entering text, see page 37.
5. Saved is displayed. Press and *hold* XMute to return to standby mode.

Delete a service

1. Press Telstra then scroll 📖 to the service you want and press Menu✓.
2. Scroll 📖 to display Delete and press Menu✓. Delete? is displayed.
3. Press Menu✓ to confirm. Deleted is displayed. After 2 seconds the display shows Empty.
4. Press and *hold* XMute to return to standby mode.

Using the answering machine (7300a only)

You can operate your Telstra 7300a answering machine from:
• the base
• the handset
• remotely from any external tone dialling telephone.

The default setting for the answering machine is ON.

Until you change your outgoing message, your callers will be greeted with the pre-recorded message, *"Hello, your call cannot be taken at the moment, so please leave your message after the tone"*.

> Your answering machine is designed to answer calls after 15 rings when it is switched off. This is to enable you to operate the remote access functions of your answering machine in the event your answering machine is switched off.

Date and time

An announcement of date and time of recording will be added automatically to each message and memo.

When playing back messages at the handset, the date and time of the message is displayed on the screen.

If you subscribe to Telstra's Calling Number Display service, the date and time are set automatically when your Telstra 7300a receives its first call, but you may also need to set the year using a handset, see page 11.

Operating the answering machine from the base
Switch on/off
1. Press 🔲 Answer On/Off

Playing messages
1. Press 🔲 Play

During playback:

⏮ Skip **SKIP BACK** – press *once* to repeat current message, *twice* to play previous message

⏭ Skip **SKIP FORWARD** – press to play next message

Delete **DELETE** – press to delete current message

⏹ Stop **STOP** – press to stop playback

Adjust volume
1. Press 🔲 Vol or 🔲 Vol to increase or decrease the volume

Operating the answering machine from the handset
You can use any registered Telstra 7300a handset to switch your answering machine on and off, hear your messages and adjust the answering machine settings

> During operation via the handset, you will hear prompts that guide you through each step

Switch on/off

1. Press Menu✓ to scroll to Ans. Machine menu and press Menu✓.
2. Scroll Calls or ▼ to Ans. Settings and press Menu✓
3. **Listen** will be displayed and you will be prompted to enter 1␣ to hear the menu options
4. Press 0 to select On or Off. The voice prompt will announce "*Answer on*" or "*Answer off*" as appropriate.
5. Press and *hold* XMute to return to standby.

Outgoing messages

This is the message your callers hear when the answering machine picks up their call. Your Telstra 7300a comes with two pre-recorded outgoing messages to choose from.

> To set your answering machine to Answer & Record or Answer Only, see Set answer mode, Page 60.

Answer & Record

This invites your caller to leave a message.

The pre-recorded message is, "*Hello, your call cannot be taken at the moment, so please leave your message after the tone".*

Answer Only

This does not allow your caller to leave a message.

The pre-recorded message is, "*Hello, your call cannot be taken at the moment, and you cannot leave a message, so please call later".*

Record your own outgoing message

> To record a new Answer Only message you must first set up your answering machine to Answer Only, see page 58. Similarly, to record a new Answer & Record message the answering machine must be set to Answer & Record.

An Answer & Record message can be up to 2 minutes long. An Answer Only message can be any length depending on the amount of recording memory available.

1. Press Menu✓ scroll to Ans. Machine menu and press Menu✓
2. Scroll Calls or ▼ to Ans. Settings and press Menu✓
3. **Listen** will be displayed and you will be prompted to enter 1␣ to hear the menu options
4. Press 9wxyz to start to record your new message. Press #↰ to end recording and your new message will be played back to you.
5. Press and *hold* XMute to return to standby.

Play outgoing message

If the answering machine is set to Answer Only you will hear the Answer Only message. Similarly if Answer & Record is on you will hear the Answer & Record message.

1. Press Menu✓ scroll to Ans. Machine menu and press Menu✓
2. Scroll Calls or ▼ to Ans. Settings and press Menu✓
3. **Listen** will be displayed and you will be prompted to enter 1␣ to hear the menu options
4. Press 8TUV to hear your message.
5. Press XMute to return to standby.

Reinstate pre-recorded outgoing message

This will delete your own recorded outgoing message.

> To reinstate the answer only message you must first set up your answering machine to Answer Only, see below. Similarly, to reinstate the Answer & Record message the answering machine must be set to Answer & Record

1. Press [Menu✓] scroll to Ans. Machine menu and press [Menu✓]
2. Scroll [Calls] or [📖] to Ans. Settings and press [Menu✓]
3. **Listen** will be displayed and you will be prompted to enter [1⌴] to hear the menu options
4. Press [9 WXYZ] and then [# ⌐○] immediately after the tone. The original pre-recorded message will be played back to you.
5. Press [✗ Mute] to return to standby.

Set answer mode

Set your machine to Answer & Record or Answer Only.

1. Press [Menu✓] scroll to Ans. Machine menu and press [Menu✓]
2. Scroll [Calls] or [📖] to Ans. Settings and press [Menu✓]
3. **Listen** will be displayed and you will be prompted to enter [1⌴] to hear the menu options
4. Each press of [7 PQRS] will alternate between Answer & Record on and Answer Only on.
5. Press [✗ Mute] to return to standby.

Answer delay

Answer delay sets the number of rings before your Telstra 7300a answering machine picks up a call. The default setting is 6 rings. You can select an answer delay of 2, 4, 6, 8 rings or Time Saver.

Time Saver can save you the cost of a call when you want to ring in to find out if you have new messages. Your answering machine answers after 2 rings if you have new messages. If you have no new messages, it will answer after 6 rings which gives you the opportunity to hang up and save the cost of a call.

Set answer delay

1. Press [Menu✓] scroll to Ans. Machine menu and press [Menu✓]
2. Scroll [Calls] or [📖] to Ans. Settings and press [Menu✓]
3. **Listen** will be displayed and you will be prompted to enter [1⌴] to hear the menu options
4. Press [# ⌐○] to change the answer delay. The new setting will be announced after each press.
5. Press and *hold* [✗ Mute] to return to standby.

Playing messages

During playback, you can repeat, delete and skip back to previous messages or forward to the next message.

1. Press [Menu✓] scroll to Ans. machine menu and press [Menu✓].
2. Play message is displayed, press [Menu✓]. Your messages are played and details of each message are displayed.

During playback:

> **Stop/Play** press 2ABC
> **Repeat current message** press 4 GHI
> **Play previous message** press 4 GHI, *twice*
> **Delete current message** press 5 JKL
> **Skip forward to next message** press 6 MNO

3. Press and *hold* ✕Mute to return to standby.

Delete all old messages

You can only delete messages that have been played. Any new, unplayed, messages will not be deleted

1. Press Menu✓ scroll to Ans. machine menu and press Menu✓.
2. Scroll Calls or ⌨ to Del. all old and press Menu✓.
3. Press Menu✓ to confirm.
4. Press ✕Mute to return to standby.

Call screening

You can listen while your answering machine takes a call via the handset or the base speaker. This lets you identify the caller and decide whether to take the call yourself.

1. When the answering machine takes a call it can be heard through the base speaker. Screen? also appears on the handset and pressing Menu✓ allows you to hear your caller leaving their message.
2. To speak to your caller, press 📞 or 🔊. Recording stops automatically.

Memory full

If a caller is leaving a message when the memory becomes full your machine will announce, "*Memory full thank you for calling*" and hang up. The machine will also automatically set to Answer Only, the base indicator will flash F and the handset display will show Ans. mach full. You must delete messages before you can receive any new ones.

Remote access

Security PIN

You can operate your answering machine from any modern phone by calling your Telstra 7300a and entering a 4-digit security code.

The pre-set code is 0000. You must change the code from 0000 to another 4-digit number to enable remote access.

Set/change remote access security PIN

1. Press Menu✓ scroll to Ans. machine menu and press Menu✓.
2. Scroll Calls or ⌨ to Security PIN and press Menu✓
3. Enter the current 4 digit PIN (default setting = 0000) and press Menu✓
4. Enter the new PIN and press Menu✓.
5. Enter the new PIN again and press Menu✓.
6. Press ✕Mute to return to standby.

Operating your answering machine from another phone.

1. Dial your phone number. When you hear your outgoing message, press the **✱** button. You will hear, "*Please enter your security code.*"

2. Enter your 4-digit PIN. If you have new messages, your machine announces, "*You have (x) new messages*", and they are played back. Or you will hear, "*You have no new messages, to hear main menu press 1.*"

3. Use the buttons on the phone to operate the answering machine:

Press:

1 to hear main menu

2 ABC to play all messages

3 DEF to play new messages only

4 GHI *once* to repeat the message, *twice* to play previous message

5 JKL to delete the current message

6 MNO to skip forward to the next message

7 PQRS to set answer mode, follow voice prompts

8 TUV to play outgoing message

9 WXYZ to record a new outgoing message, follow voice prompts

0 to switch answering machine on/off

If you don't give any instructions for 8 seconds, your Telstra 7300a will hang up.

Switch answering machine on remotely

If you forget to switch on your answering machine, you can do it from another phone.

1. Dial your phone number and let it ring. After 15 rings, your answering machine will switch on.

2. You will hear, "*Please enter your security code.*"

3. Enter your 4-digit PIN. If you have new messages, your machine announces "*You have (x) new messages*", and they are played back. Or you will hear "*You have no new messages, to hear main menu press 1.*"

4. Enter **0** to switch the answering machine on.

Help

If you experience any problems, please call TecHelp on 1300 369 193 or email:
tcpsupport@ingrammicro.com.au

Handset not registering?
• Is Searching displayed on the handset?
• Check that the base is plugged into the mains power and switched on.
• Check that there are charged batteries in the handset and that they are fitted correctly.

Forgotten your PIN number
• Try entering the default PIN = 0000. If you have changed the number and cannot remember it,
  contact the TecHelp line on 1300 369 193 or email: **tcpsupport@ingrammicro.com.au**

No display
• Check that the handset batteries are charged and correctly fitted. If necessary, replace the batteries.

Nothing happens when you press any button
• Is the ⌜⌐ LOCK symbol displayed? If so, the key lock is on, press and *hold* [# ⌐] for 1.5 seconds to
  unlock the keypad.

No connection between handset and base
• You may be out of range, is the ⌄ ANTENNA symbol flashing? If so, move closer to the base.

Handset is not charging properly
• Make sure the handset is placed properly on the base/charger. When charging, the battery symbol is
  shown filling up.
• Clean the charging contacts with a soft, slightly damp (not wet) cloth.

Handset does not ring
• Check that the batteries are inserted correctly.
• Check that the handset ringer has not been switched off, see page 43.

Your caller cannot hear you
• Is the ⊠ MUTE symbol displayed? If so, Mute is switched on. Press the [✕Mute] button to speak to your
  caller again.

Incoming caller's number is not displayed even though you have Caller Display
• Caller has to allow their number to be sent.
• It has been withheld or is unavailable

Buzzing noise on my phone or on other electrical equipment nearby
• Your Telstra 7300 may interfere with other electrical equipment if it placed too close. It is
  recommended that you place your Telstra 7300 at least one metre away from electrical appliances
  or metal obstructions to avoid interference.
• If you have an ADSL internet service ensure that the correct filter for a Digital DECT cordless
  telephone is installed to prevent interference from the telephone line.

Possible problems with text messaging

Text messages cannot be sent and screen displays Msg Failed

• The base station power supply or telephone line cord might not be properly connected.

• Check that the base station power supply is plugged into the mains socket and switched on and that the telephone is plugged into the telephone wall socket.

• There might be a fault on the line. Check your telephone line is working properly.

• You might have deleted the server number in error. See page 41 for instructions on how to enter the number.

Cannot send text

• Check Outgoing service centre number is correct

• Check that the service you are sending to is a compatible Network to receive fixed line text messages

• Ensure that you are entering the full telephone number, including area code, of the person you are trying to text message

Cannot receive text

• You will not be able to receive text messages until you have first sent a message. The first message sent registers you with the text service.

• More than one text messaging product is plugged into the line. Change the Common Inbox Sub Address of other text message enabled products to a number other than 0.

• Check Incoming service centre number is correct.

• Ensure the sender is entering your full telephone number, including area code.

• Check that the service that is sending is a compatible Network to send text messages to a fixed line.

Further help and advice for text queries on Telstra lines call 13 2200

Possible problems with the answering machine

Answering machine does not record any messages

• The memory may be full. Play and delete old messages, see page 62.

Answering machine messages have the wrong date and time

• Have you set the date and time? See page 56.

General information

Safety

• The Telstra 7300/7300a digital cordless telephone is not designed for making emergency telephone calls when the power fails.

• Only use the power supply supplied with your Telstra 7300/7300a. Using an unauthorised power supply will invalidate your guarantee and may damage the telephone.

• Only use the telephone line cord supplied with your Telstra 7300/7300a, otherwise your telephone may not work correctly.

• For the handset, use only AAA Nickel Metal Hydride (NiMH) rechargeable batteries with a minimum capacity of 600mAh. Never use other batteries or conventional alkaline batteries as this could lead to a short circuit or destroy the battery casing.

• If the keylock is switched on, it is only possible to make calls to emergency numbers (000).

• Do not open the handset (except to replace the handset batteries). This could expose you to high voltages or other risks.

• Radio signals transmitted between the handset and base may cause interference to hearing aids.

• It is recommended that advice from a qualified expert be sought before using this product in the vicinity of emergency/intensive care medical equipment.

• It is recommended that if you have a pacemaker fitted you check with a medical expert before using this product.

• Never dispose of batteries in a fire. There is a serious risk of explosion and/or the release of highly toxic chemicals.

Cleaning

Simply clean the handset and base with a damp (not wet) cloth, or an anti-static wipe. Never use household polish as this will damage the product. Never use a dry cloth as this may cause a static shock.

Environmental

• Do not expose to direct sunlight.

• The Telstra 7300/7300a handset may become warm when the batteries are being recharged. This is normal. We recommend that you do not place the product on antique/veneered wood to avoid damage.

• Do not stand your product on carpets or other surfaces which generate fibres or place it in locations preventing the free flow of air over its surfaces.

• Do not submerge any part of your product in water and do not use it in damp or humid conditions, such as bathrooms.

• Do not expose your product to fire, explosive or other hazardous conditions.

• We recommend that you unplug the power and telephone line cord during an electrical storm as there is a slight chance your phone could be damaged by such storm.

PABX compatibility

This telephone may be connected to most types of PABX, however in the event of any difficulties, consult your PABX Service Provider.

Recall (R)

Recall is used when connected to certain PABX's and some Telstra Calling Features, or those services available via your network provider.

Technical information

How many telephones can I have?

All items of equipment have a Ringer Equivalence Number (REN) which is used to calculate the number of items that may be connected to any one telephone line. The Telstra 7300/7300a has a total REN of 0.1, i.e. for a base and up to 4 handsets. A total REN of 3 is allowed per telephone line. If the total REN of 3 is exceeded, the telephone may not ring. With different telephone types there is no guarantee of ringing, even when the REN is less than 3.

Customer service & Product warranty

IMPORTANT

Please retain this booklet with your sales receipt as proof of the date of purchase

Customer Service

If you require assistance in operating this product please call the TecHelp Information Line on 1300 369 193 or contact us by e-mail at: **tcpsupport@ ingrammicro.com.au**

If you are trying to access a Telstra Network Service and require assistance specifically related to the network service or would like to subscribe to the service, contact Telstra on 132200 for residential or 132000 for business.

Product Warranty

Subject to the conditions below, Telstra guarantees this product against any defect in materials or workmanship under conditions of normal use for a period of 24 months from date of purchase.
The benefits conferred by this warranty are in addition to other warranties and remedies that are implied under the Trade Practices Act and similar State and Territory laws (Statutory Rights).
Subject to your Statutory Rights, the goods will not be eligible for service under this warranty if:

a) Proof of purchase cannot be provided;
b) The defect was caused by an accident, misuse, abuse, improper installation or operation, vermin infestation, lack of reasonable care, unauthorised modification, loss of parts, tampering or attempted repair by a person not authorised by Telstra; or
c) The product has been damaged by lightning or a mains power surge.

To obtain service during the terms of this warranty call the TecHelp Information Line on 1300 369 193 or contact us by e-mail at: **tcpsupport@ingrammicro.com.au**

If it is necessary to have the product serviced, the Customer Service Representative will inform you of the product return process.

Please ensure that:
a) You provide proof of purchase;

b) Your product is suitably packaged; and
c) You have included all components from the original purchase.

Subject to your Statutory Rights:
a) Any claim under this warranty is limited to the cost of repair or replacement of the product; and
b) If the goods are found to be in sound working order by the authorised service centre, you may be charged a fee for service and for any other direct costs associated with having the product delivered for service.

For your records

Date of purchase:

_____

Place of purchase:

_____

Serial number:

_____

For guarantee purposes proof of purchase is required so please keep your receipt.

Enter your base PIN here:

_____

(See page 47 for more information)

Wall mounted spacing

Ensure there is sufficient space allowed for mounting the phone before drilling holes.
See page 13 and follow mounting instructions.

Caution: Ensure there is no risk of damaging any pipes or wiring that may be behind the wall.

Drill two holes 3 mm in diameter.

100 mm apart